

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the September 17, 2014 Regular Board Meeting  
APPROVED**

**Members Present:** Roscoe Smith, Cassie Blascyk, John Hirzel, Dale Feigley, Mike Maher

**Absent:** Rick Hamill, Matt Barnes, Doug Bourgeois

**Staff Present:** Melissa Dashevich, Director  
Karen Beardsley, Recording Secretary

**Visitors:** Kris Kopacki

**Mr. Smith called the meeting to order at 6:25 PM.**

**(Mr. Smith requested to move the order of the agenda until additional board members arrive, and to approve before Mrs. Blascyk's departure.)**

**Director's Report**

Mrs. Dashevich reviewed her report and a copy is attached.

Mrs. Blascyk spoke a little about the Sidewalk Ribbon Cutting/Sidewalk Sales to take place on October 4.

Mike Maher arrived at 6:32.

**Treasurer's Report**

Mr. Hirzel passed out the proposed budget for 2015. He explained that all numbers in yellow (revenues and expenses) were the same as the prior year (with the exception of a 3% reduction in TIF revenues), but we will now need to begin loan payments since the sidewalks have been completed. The pink column represents changes that are proposed to bring our budget to balance. Revenue from projected sponsorships has been decreased to \$5,000, with that being the only change in revenue. Changes in expenses are shown in blue.

Mr. Hirzel spoke about the sidewalk final documentation and payments. He feels that the project finished over budget, using most of the contingency allowable as well. Mr. Hirzel explained that the total amount of the loan from the township will be advanced, and we hopefully will prepay some of the amounts.

**NEW BUSINESS**

**Review Budget Proposed Budget 2015**

**MR. MAHER MOVED** that the proposed budget be forwarded to the Highland Township Board for their approval. **MR. FEIGLEY SUPPORTED** and **THE MOTION CARRIED** with a roll call vote: Blascyk-yes; Hirzel-yes; Maher-yes; Feigley-yes; Smith-yes.

**Approve Regular Board Meeting Minutes of August 20, 2014**

**MR. SMITH MOVED TO APPROVE** the regular board meeting minutes of August 20, 2014 as presented. **MR. HIRZEL SUPPORTED** and **THE MOTION CARRIED** with a unanimous voice vote (5 yes votes).

**Request from Highland Elementary**

**MR. MAHER MOVED TO SUPPORT** the sponsorship of Highland Elementary t-shirts for their fun-run, in the amount of \$100, to come out of the advertising budget. **MR. FEIGLEY SUPPORTED** and **THE MOTION CARRIED** with a roll call vote: Blascyk-yes; Hirzel-yes; Maher-yes; Feigley-yes; Smith-yes.

Mrs. Blascyk excused herself from the meeting.

**OLD BUSINESS**

**Sidewalk Cost Update**

Mr. Maher asked if all corrections had been accounted for and wanted to be sure that the HDDA wasn't charged for the sidewalks that weren't needed in front of his store.

The status of the light poles was mentioned as well. Mrs. Dashevich stated that they were due in the next week or so.

**MSOC**

**Walk-In Start-Up Small Business Counseling**

Mrs. Dashevich mentioned that Oakland County will begin hosting free Walk-In Business Counseling sessions on Thursdays.

**CALL TO THE PUBLIC**

Mr. Feigley asked about the procedures in place for the planting beds in spring. Also, board members were inquiring as to the status of the moveable sign. Past and current parking issues were also discussed.

**Mr. Smith adjourned the meeting at 7:20 p.m.**

Respectfully submitted,

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A. Roscoe Smith

ARS/kb